

Ibid.

A Student History Journal

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Citation and Style Requirements for Submissions

The following citation and style requirements will be used when publishing submissions for *Ibid.: A Student History Journal*. These guidelines are not meant to impede or discourage you, but rather facilitate the revision and publishing process.

- Your submission must be typed, double-spaced, and in 12-point Times New Roman font. Margins should be at least 1" all the way around the page.
- Each paper should include a cover page with the title of your paper and your name, department, student classification (junior, senior, graduate, etc.), and email address. Please do not include any other personally identifying information anywhere else on your paper. The editorial review process is double-blind; neither the editorial board or author's identities will be revealed until publication.
- The first page of the paper's body of text should also have the paper's title typed in all caps at the top. Each page should be numbered at the bottom and centered, starting with first page of the paper's body of text as page 1.
- A separate bibliography or works cited page is *not* required for submission.
- All paper citations must conform to proper styles as outlined in the *Ibid.: A Student History Journal* citation style sheet. Generally, citations follow The Chicago Manual of Style, 15th Edition regarding all stylistic concerns. Papers that do not follow this guide will be subject to revision before editorial review and/or disqualification at any point in the editorial review process. Please note the proper placement of commas, periods, parentheses, italicized text, etc.
 - **All papers must utilize footnotes. Endnotes or parenthetical citations will be subject to revision before the editorial review.** All footnotes must be in 10-point, Times New Roman font. Please also check that your footnotes are sequential throughout the paper and that footnotes are flush with the left margin at the bottom of the page.
 - Footnote numbers come after the period and any other pertinent punctuation (e.g. quotation marks) at the end of a sentence, "like this."¹

¹ And this is where your footnote citation should be located, flush with the left margin.

- **Books:** Author first name last name, *Complete Title of Book* (City of Publication: Publisher, Year), Page Number.
 - Example: Rhys Isaac, *The Transformation of Virginia 1740-1790* (Chapel Hill: University of North Carolina Press, 1982), 42.
- **Scholarly Articles and Newspapers:** Author first name last name, "Title of Article," *Title of Journal* Volume, No. of the Issue if Available (Year): Page Number.
 - Example: Megan Marshall, "Let Them Be Sea Captains," *London Review of Books* 29, no. 22 (2007): 16.
- **Websites:** Author first name last name or Name of Publishing Corporate Body if Available, "Title of Website or Article" in *Name of Website* (Corporation or Governing Body That Publishes Website, Year of Last Revision if Available), **Exact** Webpage Address Where Document Can Be Found (accessed day month year).
 - **You must include the person or organization that publishes the website and the the exact webpage where you found the information. Do not just include the general homepage address.**
 - Example: Coll-Peter Thrush, "The Lushootseed Peoples of Puget Sound Country" in *Essays for the American Indians of the Pacific Northwest Collection* (University of Washington Libraries Digital Collections, Seattle, WA), <http://content.lib.washington.edu/aipnw/thrush.html> (accessed 3 October 2008).
- After you have introduced a text in a footnote, you may use shortened citation forms throughout the rest of the paper that include author last name, an abbreviated title of the work, and a page number if applicable.
 - Example: Isaac, *Transformation of Virginia*, 82.
Marshall, "Let Them Be Sea Captains," 21.
Thrush, "The Lushootseed Peoples."
- We encourage you to use available campus resources during the writing and revision process. If the paper you are submitting was originally written for a class, you may find it helpful to meet with that professor to go over their comments. It may also prove beneficial to make an appointment with the Write Site; writing consultants can make valuable suggestions on ways to improve content and style.
- We also strongly suggest that you review the previous volume of *Ibid.* to see what kinds of papers were published last year. This will give you an idea of what we are looking for regarding style, format, etc.
- If you have any questions, please contact the editors (ibidjournal@gmail.com) or visit our website at www.ibidjournal.wordpress.com.